

**SHREWSBURY PUBLIC SCHOOLS
100 MAPLE AVENUE
SHREWSBURY, MASSACHUSETTS**

Wednesday, September 14, 2016

Present: Ms. Sandy Fryc, Chairperson; Dr. Dale Magee, Vice Chairperson; Mr. Jon Wensky, Secretary; Ms. Erin Canzano; Mr. John Samia; Mr. Patrick Collins, Assistant Superintendent for Finance & Operations; Ms. Barb Malone, Director of Human Resources; and Dr. Joseph Sawyer, Superintendent of Schools. Ms. Mary Beth Banios, Assistant Superintendent for Curriculum & Instruction, was absent.

The meeting was convened by Ms. Fryc at 7:02 pm.

Special Opening

The Shrewsbury High School (SHS) A Cappella Choir, under the direction of Music Teacher Michael Lapomardo, performed “The Star Spangled Banner” and “Tears in Heaven.”

I. Public Participation

None.

II. Chairperson’s Report & Members’ Reports

None.

III. Superintendent’s Report

Dr. Sawyer congratulated the Shrewsbury Public Library on opening their new building. He thanked the Shrewsbury Building Department for the cleaning and maintenance performed at schools during the summer. Dr. Sawyer acknowledged the efforts of AA Transportation and staff at Shrewsbury Public Schools (SPS) for getting the schools off to a smooth start, and thanked members of the SHS Speech and Debate Team for their presentation on Opening Day for Staff at SPS. Dr. Sawyer commended Ms. Tara Gauthier, SHS Teacher, and Ms. Elizabeth McCollum, Executive Assistant to the Superintendent, for their work over the summer on the Shrewsbury School Journal. Finally, Dr. Sawyer noted the nine educators and support staff who were recognized with Superintendent’s Awards on Opening Day. They are:

Superintendent’s Awards

Donna Manzoli

Eric Bauer

Kelli McSweeney

Daniel Shaughnessy

Marilyn Stewart

Charlene Campbell

Jeremy Mularella

Thomas M. Kennedy Award

Heather Gablaski

Jayne M. Wilkin Award

Lisa McCubrey

IV. Time Scheduled Appointments:

A. Summer Programming: Report

Ms. Karen Isaacson, Director of Extended Extended Learning, gave a report on 2016 Summer Programs at SPS. She noted that 1,800 students participated in ten different programs. Ms. Isaacson's report recognized Program Coordinators, discussed how the program provides value to the community, provided participation statistics and photos, and addressed some challenges faced by the programs, particularly the size of the programming at Floral Street School, which resulted in traffic issues among other logistical challenges.

Committee members noted that kids appreciated the "passion focus" the programs provide, enjoy the project-based opportunities offered, have an opportunity try something they are interested in without having to worry about grades, and are able to experience learning opportunities year-round. Ms. Fryc noted that financial assistance is offered to make these programs accessible to all students.

Dr. Sawyer thanked Ms. Isaacson for coordinating this successful program. He added that SPS might look at multiple sites - versus utilizing one at present - for future programs, and advised that recent HVAC programs at SPS might lend themselves to providing additional space for summer programs.

B. Summer Facilities: Update

Mr. Patrick Collins provided photos and an update on projects over the summer at six different locations at SPS, and acknowledged the assistance provided by Municipal colleagues Mr. Bob Cox, Superintendent of Public Buildings, and Ms. Angela Snell, Director of Parks, Recreation, and Cemeteries. Mr. Collins also thanked Building Department and SPS staff for their efforts around the projects. Answering a question from Ms. Canzano, Mr. Collins noted that the Spring Street School paving project had been deferred for consideration until Fiscal Year 2018.

Dr. Sawyer recognized the work of Mr. Collins and Ms. Barb Malone, Director of Human Resources, around CORI checks for workers, and acknowledged Principal Bryan Mabie and Principal Wendy Bell for coordinating alternative work plans during HVAC projects at their respective locations - Spring Street and Walter J. Paton elementary schools. He added that good maintenance is needed to extend the life of facilities, and it was noted that stewardship of public schools factors into the reimbursement rate determined by the MSBA for projects.

C. Beal Building Project: Update

Mr. Collins presented an update that included information on Massachusetts School Building Authority (MSBA) Module 1: Eligibility Period, and on Module 2, Forming the Project Team, which showed progress on milestones to be on target for the project. He advised that the Building Committee will likely recommend that \$1 million-\$1.3 million be allocated for the feasibility study based on comparable data from the MSBA, and added that feasibility study expenses are reimbursed by the MSBA at 50.16%.

In response to questions from the Committee, Mr. Collins advised that the location of the school is on the table as part of the feasibility study. Dr. Sawyer added that the building is coming to the end of its useful life, the lot is small, and that the space is currently used for purposes not originally envisioned. He added that the issue is two-pronged: the building is one issue; overcrowding at the early childhood and elementary level in the district is another issue. It was also noted at this time that the MSBA selected Sherwood Middle School in Shrewsbury as a “Model School” that other communities could use as a template for projects that they are undertaking.

D. Personnel Hiring: Update

Ms. Barb Malone, Director of Human Resources, presented an update describing the personnel changes for the district in 2016-17 in professional, paraprofessional, and administrative positions. Ms. Malone advised that there were a high number of applicants due to elementary needs, and noted that only 1.46% of applicants for professional positions were hired. She reported that all new hires were for existing positions, and that some vacated positions were not filled as part of the budget plan for this fiscal year.

In response to clarifying questions from the Committee, Ms. Malone advised that Foreign Language teaching positions, and STEM teaching positions at the high school level were the hardest vacancies to fill. Dr. Sawyer thanked Ms. Malone and the leadership team for their work in recruiting highly qualified new employees, and for creating a work culture that so many applicants want to be a part of.

V. Curriculum

VI. Policy

A. Bullying Statistics: Annual Report

Dr. Sawyer provided his annual report to the Committee on the frequency of bullying behaviors during the 2015-16 school year, and updated the Committee on steps being taken in the schools to minimize these behaviors while promoting continuous improvement of learning environments. Dr. Sawyer advised that the statistics year to year were overall almost exactly the same, and thanked the Committee for previously adding part-time Adjustment Counselors at the middle school level.

There were no questions from the Committee in response to the report.

VII. Finance & Operations

A. Fiscal Year 2017 State Budget: Update

Mr. Collins presented an update on the FY 2017 State Budget that included a Town-Wide Comparison of Projected v. Actual State Aid. Mr. Collins noted that the actual Net State Aid figure was \$17,414 more than budgeted, that Chapter 70 Education Aid was increased by \$55 per student in “Minimum Aid,” and commended Town Manager Daniel Morgado for his accuracy in predicting the outcome of the state budget process.

Mr. Collins went on to provide information on how the final state budget would impact the School Department budget, noted that two grants - Full-Day Kindergarten at \$62,380 and MCAS Remediation at \$6,700 - were eliminated. The district is looking at ways to mitigate the loss of this funding, and he advised that, given the scope of the issue relative to the entire budget, he did not recommend that any action be taken at this early point in the fiscal year.

Dr. Sawyer thanked Mr. Collins and Mr. Morgado for their acumen in estimating State Funding amounts, and added that the district might be able to use Full-Day Kindergarten (FDK) Tuition funding to offset some portion of the loss of the FDK grant.

B. Fiscal Year 2018 Budget Calendar: Update

Mr. Collins provided an initial FY 2018 Budget Calendar that showed a number of Events/Actions with a tentative corresponding date.

Committee members asked clarifying questions and Ms. Fryc noted that she appreciated the earlier date proposed for a vote on tuition and fee adjustments.

C. Student Activity Account Audit: Report

Mr. Collins presented two required reports from an independent auditor that provided information on the Shrewsbury High School Student Activity Fund and the Shrewsbury Middle and Elementary Schools Student Activity Fund. Mr. Collins advised that Student Activity Funds are comprised of monies collected from students for things like field trips; he added that only student money goes into the funds, and that Shrewsbury Public Schools is simply the fiscal agent. Mr. Collins report advised that he will be making recommendations and taking actions in response to the report findings, including specifying checking account maximum thresholds for each of the funds in the future.

Ms. Fryc note that the Student Activity Management Policy had last been updated by the School Committee in 2001, and that Ms. Canzano and Mr. Wensky, as Subcommittee members on Policy, might look at revisiting this in the near future. Mr. Collins offered to work with the subcommittee on this issue.

VIII. Old Business

IX. New Business

A. Appointment of Superintendent as Representative to Assabet Valley Collaborative Board of Directors: Vote

Dr. Sawyer advised that member school committees must appoint a representative from their district to the Assabet Valley Collaborative (AVC), and that the collaborative's bylaws designate that the superintendent will represent member districts. Dr. Sawyer was the Chair of the AVC Board last year, and will return as the Chair for the 2016-17 school year.

On a motion by Mr. Samia, seconded by Ms. Canzano, the Committee voted unanimously to appoint Dr. Sawyer to the Assabet Valley Collaborative Board of Directors.

X. Approval of Minutes

On motion by Mr. Samia, seconded by Ms. Canzano, the Committee voted unanimously to approve the workshop minutes from August 24, 2016.

XI. Executive Session

XII. Adjournment

On a motion by Ms. Canzano, seconded by Mr. Wensky, the committee unanimously agreed to adjourn the meeting at 8:53 pm. Roll call votes were as follows: Mr. Samia, yes; Ms. Canzano, yes; Mr. Wensky, yes; Dr. Magee, yes; Ms. Fryc, yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

1. Student Activity Fund Audit Memo
2. SHS Student Activity Fund Report
3. Shrewsbury Middle and Elementary Schools student Activity Fund Report
4. 2016 Personnel Report
5. Beal School Project Presentation
6. Fiscal Year 2017 State Budget Update Memo
7. Analysis of State Aid FY 2017- Figure Four Report
8. FY17 Update on State Aid Programs for Elementary and Secondary Education
9. Summer 2016 Projects Report
10. Summer 2016 Projects Presentation
11. Fiscal Year 2018 Initial Budget Calendar
12. 2016 Summer Programs Report
13. 2016 Summer Programs Presentation
14. 2016-17 Personnel Hiring Summary Presentation
15. Bullying Annual Report Memo

